



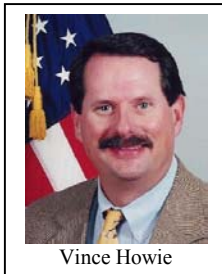
INTERAGENCY CONNECTION

215 Dean A. McGee, Suite 320, Oklahoma City, OK 73102

<http://www.oklahoma.feb.gov/>

(405) 231-4167

Chair's Corner



Vince Howie

I am honored to be elected the Chair of the Oklahoma Federal Executive Board for FY 2003.

I want to thank Lindy Ritz for her progressive leadership over the past two years and all that has been accomplished during that time!

All of us who participate on the Federal Executive Board are grateful to Lindy for her leadership over the past two years; under her guidance,



Lindy Ritz

the FEB has grown in strength and scope. Fortunately, Col Despinoy, Vice Chair, and I will have the benefit of her guidance and the Executive Policy Council's Strategic Plan



Col Dean Despinoy

to guide us as we seek to build on the foundation that Lindy has provided.

The Executive Policy Council began the Strategic Planning process in October. Since it has been five years since the FEB has accomplished a full strategic plan, we will be meeting to develop another five-year plan.

In developing the plan, we are guided by a

commitment to create a document that is clear and specific with regard to its goals; that states realistic, measurable objectives, and that is driven by the mission of this organization.

In developing specific objectives, we will identify a guide for this year's efforts. Integral to the plan is our reliance on FEB Councils as one of our implementing arms.

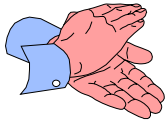
I will soon be asking each of the agencies to identify individuals to serve on our various councils. You will be encouraged to identify those councils that best reflect the needs, mission or interests of your agency, and then to nominate an agency representative to the council(s). Your agency's Council memberships are an opportunity for a two-way sharing of benefits between the agency and the FEB. Together we can move confidently to adopt and then accomplish our strategic plan.

Vince Howie

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Emergency Preparedness & Continuity of Operations Planning

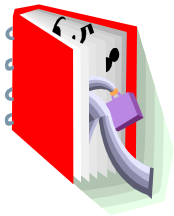


Thanks to the Internal Revenue Service and Mike Monroney Aeronautical Center, the Federal Executive Board has videotapes of the August Leadership in the X-treme training.

The tapes will be made available through the FEB video library on a "check out and return" basis to any interested agency. **We are as accommodating as Blockbuster**, if they are not available when you request, it is FREE! Well, it's free, anyway. We have six copied sets available of the full one-day training session and the half-day of Continuity of Operations Planning.



Some agencies have used these to present in one-hour "safety segments" for their staff. If you are interested in checking out a set of tapes for your staff, please call the FEB Office at (405) 231-4167.



The "Red Book" guide on Emergency Preparedness and Continuity of Operations has been quite popular, as well. We have received a stock of copies that we can provide to agencies for \$3.50 per copy. If you would like to obtain additional copies, please contact the FEB Office, 405-231-4167.

December FEB Luncheon honors Shared Neutrals Program

Whether you have used the Shared Neutrals Program, participate as a mediator, or would like to learn more about the program, be sure the register for the December luncheon!



A registration form is provided on page 11 of this newsletter for your convenience.

Federal Report: January COLA Set at 1.4%

By Mike Causey

<http://www.federalnewsradio.com/index.php?sid=1015&nid=7>

Federal workers and military personnel get pay raises based on economic, political and fiscal decisions. This year President Bush proposed that feds get a 2.6 percent raise in January, 2003 while military personnel are due for a 4.1 percent increase. Congress inserted language in the Treasury-Postal Service Appropriations bills that would give civilian and military personnel the same raise. But it hasn't passed the bill. Unless Congress takes some other action, which is unlikely, the President will have the final word on federal pay. In that case, next year feds will either get the 2.6 percent he originally proposed, or a 3.1 percent raise to reflect wage increase averages in the private sector.

Federal and military retirees and people who get Social Security benefits, will get a 1.4 percent cost of living adjustment in their January checks. The COLA reflects the low rate of inflation. It will be the smallest adjustment for retirees since they got a 1.3 percent raise in their 1999 annuity or retired pay. Survivor annuitants will get the same 1.4 percent raise next year.

The COLA will be worth an average of about \$13 a month for people who get Social Security benefits. That increase will be larger for most retired feds, since civil service benefits are based on salary and length of service and are therefore generally much higher than Social Security payments.

By law retirees get COLAs to protect them from inflation. The raises are determined by a complex formula. The bottom line is that it measures the increase from the third quarter of the current year (July, August, September) over the previous year's third quarter.



SPOTLIGHTING INFORMATION -- Did you Know?...

Fort Sill, Oklahoma

The site of Fort Sill was established on Jan 8, 1869 by Major General Philip H. Sheridan who led a campaign into Indian Territory to stop hostile tribes from raiding border settlements in Texas and Kansas.

Sheridan's massive winter campaign involved six cavalry regiments accompanied by frontier scouts "Buffalo Bill" Cody, "Wild Bill" Hickok, Ben Clark and Jack Stilwell. Troops camped at the new fort included the 7th Cavalry, 19th Kansas Volunteers, and the 10th Cavalry, a distinguished unit of "Buffalo Soldiers" who constructed many of the stone buildings still surrounding the Old Post Quadrangle.

The Kiowa, Comanche and Apache lands in Oklahoma were opened for settlement in 1901 and 29,000 homesteaders registered at Fort Sill during July for the land lottery. On August 6, the town of Lawton sprung up and quickly grew to become the third largest city in Oklahoma.

With the disappearance of the frontier, the mission of Fort Sill gradually changed from cavalry to field artillery. The first artillery battery arrived at Fort Sill in 1902, and the last cavalry regiment departed in May 1907.

As home of the Field Artillery, Fort Sill is not only at the forefront of tremendous technological advances, but it is also steeped in natural, living history. And, as the only active Army installation of all the forts on the South Plains built during the Indian wars, Fort Sill is also a National Historic Landmark.

Fort Sill has local, regional, national, and international markets. At the local level, Fort Sill operates as a small city providing all utilities, recreation and other services such as law enforcement, fire stations, medical, dental, personnel, and legal activities to our customers. Fort Sill provides field artillery and fire support doctrine for NATO and other allied forces. They are most proud of the fact that they provide highly trained professionals to the force in time of peace and war.



have influenced world history.

Fort Sill's Vision for the 21st Century is to:

Sustain a world-class installation that is focused on the future of the delivery of fires and fire support for the maneuver commander. Seek continuous improvement in all mission essential tasks within a severely constrained fiscal environment. Apply scarce resources to maximize the quality of training and balance critical combat development efforts while meeting minimum standards in non-critical tasks. Accept prudent risk in base operations while sustaining an enduring installation infrastructure capable of meeting present and future needs and a Quality of Life in a safe, secure, and disciplined environment for our soldiers, family members, and civilians.



Cavalry Regiment



Field Artillery

Fort Sill, Oklahoma home of the Field Artillery is truly a world-class organization with a history of distinguished military tradition dating back to 1869. Since the founding in 1911 of the "School of Fire", Fort Sill has long enjoyed a reputation of producing combat-ready field artillery units, soldiers, and Marines as well as being the home station of combat-tested field artillery units.



Everyday Heroes

Taken from the Boston Globe article by Nannerl O. Keohane 9-22-02

Something was missing from the Sept. 11 remembrances of police officers, firefighters, and emergency medical workers: Almost no one recalled that most of these heroes were government employees. So, too, are the regulators now trying to ensure the accuracy of corporate audits, the prosecutors who investigate sexual abuse, and the diplomats working to promote peace in international trouble spots.

Most government service isn't glamorous. Politicians often ridicule it, and many young people, as well as their parents, view it as becoming a bureaucratic drone. But they're wrong. If we've learned one thing from events as seemingly disconnected as the Sept. 11 attacks and the stock market tumble, it's that we need the best possible people filling the ranks of our local, state, and federal governments. The federal government alone will try to fill more than 200,000 civilian jobs this year, and our most-talented young people need to recognize that these jobs often offer remarkable opportunities to grow professionally while serving society.

I know this from my own experience. As a junior in college, I worked as a student intern for Senator Estes Kefauver. Although my career ultimately took a more academic direction, the experience changed my perspective forever. I wasn't unique. Eve Veliz, one of our recent graduates here at Duke, tells how she took a prestigious job at a private consulting firm and found herself working atrocious hours, traveling endlessly, and generally being unhappy. She switched to a job at the US General Accounting Office, where she found a supportive team, interesting clients, reasonable travel, and a good salary and benefits. Eve says her job now offers "a huge amount of responsibility and input" with "a lot of room for creativity and free thought."

I hear such stories so often that I wonder why so many young people still view government service as a form of noble sacrifice to pursue only if they can't land a position in consulting, banking, or manufacturing. According to the Brookings Institution, fewer than one in eight of

the liberal arts students who graduated this past spring even considered working for the federal government. Yet, according to Comptroller General David M. Walker, more than a third of full-time civilian federal workers - and nearly three-quarters of the senior executives - will be eligible to retire by 2005. Who will replace them?

This isn't some abstract "Washington problem." Four out of five federal employees work outside the Beltway. Here in North Carolina, for instance, the federal government hires experts in everything from environmental safety to fighting terrorism. Nationally, opportunities abound for public policy analysts, geologists, economists, engineers, health professionals, language experts, and others.

Such careers won't make you rich, although government agencies do offer relocation and recruitment bonuses, flexible work scheduling, and the equivalent of a 401(k) plan - to say nothing of programs to help pay back student loans. Any savvy student can find the details at Web sites run by the Council for Excellence in Government, the Partnership for Public Service, the government's own Office of Personnel Management, or the National Commission on the Public Service.

No, the proper motivation to enter government isn't wealth but a desire to serve others and make a difference. Colleges and universities can facilitate this by providing the right training and putting students in touch with government agencies through internships, employment fairs, placement offices, and the like. What's needed most, though, is a change in attitude - among students and the rest of us. Occasions such as the Sept. 11 anniversary should inspire us to honor heroes not only with speeches and ceremonies, but by incorporating their public service and patriotism into our own lives.

Character is developed chiefly in settings in which people deal with one another face to face. Important among these is the workplace.

--John W. Gardner



Gatekeeper Program of Oklahoma County

...opening the gates to community support for the elderly

What is the Gatekeeper Program?

The Gatekeeper Program of Oklahoma County is a cooperative effort of many concerned organizations and individuals in our community to assist vulnerable older residents who need help but may be unable to get it for themselves.

Why is the Gatekeeper Program needed?

Our elderly population is growing. People over 85 make up the fastest growing segment of our population. Many of them are healthy, active people involved with family and friends, church or community groups. But many others are not so fortunate. They may live alone and have little contact with others. If they become ill or unable to function independently, they can easily go unnoticed and unattended, sometimes creating a life-threatening situation.

Who benefits from the Gatekeeper Program?

The whole community benefits!

Residents of Oklahoma County (age 60+) receive support, enabling them to maintain their dignity and independence.

Gatekeepers experience satisfaction and pride in helping other members of the community.

Who are Gatekeepers?

Supermarket clerks, bank tellers, pharmacists, utility meter readers, mail carriers, customer service representatives, paper deliverers—anyone with public contact may be a *Gatekeeper*. *Gatekeepers* help open the gates between vulnerable older people and the social service agencies that can help them.

How does the Gatekeeper Program work?

All a *Gatekeeper* needs to do is learn to recognize certain danger signs in the elderly and make one phone call to get assistance before a crisis occurs. A single phone call can save a life!

When concerned about an older person, call the *Gatekeeper Referral Line* at 405-840-9676. Your call will mobilize a response team to contact the elderly person, assess the needs and link the individual to the appropriate organizations providing the needed services.

How can we become Gatekeepers?

It's easy to join *The Gatekeeper Program*. It simply requires people being observant in the normal course of their day and caring enough to summon help when needed. Employers, Neighborhood Associations, Congregations, other Community Groups: call 405-840-9676 to request a brief training session. Employees or volunteers can be trained as *Gatekeepers* in less than an hour. A large network of *Gatekeepers* is needed. *You can make a difference!*



Easter Seals Intergenerational Care Center Opens!

The Intergenerational Care Center operated by Easter Seals Oklahoma located on the OU Health Sciences Center campus at 701 N.E. 13th opened the last week in August. Easter Seals President Patricia Filer stresses that the Center, which provides services to children with special needs and without special needs and the Adult Day Service Center which provides assistance to adults with developmental disabilities, physically frail older adults and persons with Alzheimer's disease, is one of only a few such unique centers in the country.

The Child Development Center portion of the Center, now in a newly remodeled wing that occupies approximately one half of the 20,500 square feet, is a 2 star center and plans to transition to a 3 star center, the highest standard for childcare in the state, in the near future. The Child Development Center has approximately 80 children at the present time and plans to expand services for up to 150 children. Special features include parenting information sessions and individual plans for each child against which developmental benchmarks and outcomes are measured.

The other half of the facility houses Easter Seals' therapy services, health screening services, administrative offices and state headquarters as well as the Adult Day Services Center where adults, primarily frail elderly citizens, participate in a day program of socialization, creative projects, music and relaxation, giving their caregivers a much-needed break. This Adult Center provides an affordable alternative to in-home care and nursing home care of senior adults who are unable to care for themselves for extended periods of time. Currently about 30 clients are enrolled in this program and maximum capacity is 50. Activities at the Adult Center include therapeutic exercise, recreational and leisure activities, nutritious meals, medication and health monitoring, social services, assistance with personal care, and supervision in a safe and supportive environment.

Full-time staff of the Adult Center includes a director, nurse, activities director, and certified nurse assistants. Supplemental staff and volunteers include a music therapist, several pet therapists, a horticulturist and several musical performing groups. The Child Development Center staff includes a director, program director with a doctorate degree in early childhood education, degreed master teachers as well as teaching assistants.

President Filer emphasized the excellent opportunities to partner with The OU Health Sciences Center programs through serving as a practicum site for several disciplines. This collaboration, as well as the therapy area where physical, occupational, and speech therapies for those in the Intergenerational Center and children and adults in the community will be provided, makes this an important community asset.

Inquiries may be made to 405-239-2525.



CAWP

Center for American Women and Politics
Eagleton Institute of Politics - Rutgers, The State University of New Jersey

Good Housekeeping Award for Women in Government

Nominate an outstanding woman in government for a \$25,000 award

Each year, *Good Housekeeping* magazine and the Center for American Women and Politics (CAWP) honor eight women in government – elected or appointed officials, career civil servants, or members of the military – whose work exemplifies how government improves people's lives. The top winner receives \$25,000 and seven other winners receive \$2,500.

Good Housekeeping/Wyeth Award for Women's Health

In addition to those awards, the *Good Housekeeping/Wyeth Award for Women's Health* carries an award of \$25,000 for a woman in government whose work centers on women's health. This award will specifically highlight a woman in government whose program or achievement advances the status of women's health.

You are invited to nominate women in government whose achievements deserve national recognition. To learn more about the award, go to CAWP's website at www.cawp.rutgers.edu or call 732-932-9384 ext 231. Nominations must be postmarked by December 6, 2002.

2003 Award Nomination Form available at: <http://www.cawp.rutgers.edu/pdf/ghform2003.PDF>

If you have questions about the nomination form or process, contact us at 732-932-9384 ext. 231 or by e-mail at kleeman@rci.rutgers.edu.

Red, White & Blue Jobs

Finding a Great Job in the Federal Government

The Partnership for Public Service has joined with US OPM to develop a national initiative, "A Call to Serve: Leaders in Education Allied for Public Service," which is designed to educate a new generation about the importance of a strong civil service, help re-establish links between federal agencies and campuses, and provide students with information about federal jobs. A Call to Serve was unveiled in April 2002 on the campus of the George Washington University in Washington, DC. This booklet entitled Red, White & Blue Jobs can be downloaded from www.calltoserve.org

Federal Family Seriously Injured by Sniper in DC Area

Lisa L. Brown, an IRS employee, is the mother of the 13-year-old child who was shot on October 7, 2002 at Benjamin Tasker Middle School in Bowie, Maryland. It is expected that Lisa will need to be absent from work for an extended period of time to care for her son during his recuperation from this tragic event. Lisa's request to become a leave recipient in the Leave Transfer Program has been approved by the Chief, Management Practices and Information Branch.



Government employees of Federal agencies (other than IRS) who wish to donate annual leave to Lisa should complete Form 630-B (Request to Donate Annual Leave to Leave Recipient (Outside Agency) Under the Leave Transfer Program), **have the form signed at the bottom by their personnel office**, and forward it to: Leave Transfer Coordinator, A:HQ:HR:MP:T, Time and Attendance Management Information Section, Room 1516/IR, 1111 Constitution Avenue, NW, Washington, DC 20224. Forms can also be faxed to 202-622-3809.

Thank you in advance for your generosity. All leave donations will be most helpful and sincerely appreciated by Lisa. If you have any questions regarding this matter, please feel free to contact Carol A. Casey at 202-283-6059.

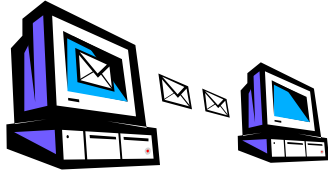
If you would like to read the article printed in the Washington Post on the event injuring Lisa's son, go to:

<http://www.washingtonpost.com/wp-dyn/articles/A37514-2002Oct16.html>



Interagency Connection

Available Electronically



Electronic distribution of the Interagency Connection is now offered, in order to make our newsletter available to the increasing number of federal executives, managers, supervisors and employees requesting to be added to our mailing list.

Benefits:

- Same day delivery!
- The electronic copy will look exactly as the version that is currently mailed.

How to subscribe:

Send an email (from the email address where you choose to receive the newsletter) to Trish.Plowman@juno.com. Be sure to have **Interagency Connection** in the subject line.

Beginning in September, you will receive the **Interagency Connection** via your email inbox. It will look the same, and will read the same if you choose to print out a hard copy.



You must have Adobe Acrobat Reader software on your computer to be able to open the document. Adobe® Acrobat® Reader® is free software that lets you view and print Adobe Portable Document Format (PDF) files and can be downloaded from the internet at: <http://www.adobe.com/products/acrobat/readstep2.html>

Work can provide the opportunity for spiritual and personal, as well as financial growth. If it doesn't, then we're wasting far too much of our lives on it.

--James A. Autry



Training available through National Archives and Records Administration

When looking at administrative functions, one that is important to the history of your organization is records management.

The National Archives and Records Administration, Southwest Region in Fort Worth, Texas will present the following workshops in FY 2003.

Basic Records Operations (2 days)

November 19-20, 2002	Fort Worth
March 11-12, 2003	Houston
April 15-16, 2003	New Orleans
June 10-11, 2003	Fort Worth
June 17-18, 2003	San Antonio
July 15-16, 2003	Oklahoma City
Cost: \$250.00	

Electronic Records Issues (1 day)

November 21, 2002	Fort Worth
April 17, 2003	New Orleans
August 13, 2003	Fort Worth
Cost: \$125.00	

Disaster Preparedness & Response for Records Managers (2 days)

May 21-22, 2003	Fort Worth
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Advanced Records Operations (1 day)

March 18, 2003	Fort Worth
May 20, 2003	Fort Worth
August 12, 2003	Fort Worth

Digital Imaging for Federal Managers (1 day)

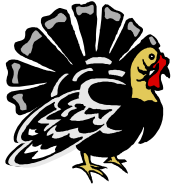
March 19, 2003	Fort Worth
August 14, 2003	Fort Worth

Approx two months prior to the training dates, specific information about each class will be posted on the NARA website. For additional information, call (817) 978-0816. www.archives.gov/records_management/training/nationalwide_training.html



USDA Teaches Turkey Basics for Safe Holiday Cooking

A large crowd to cook for, a big bird to roast, and too many cooks in the kitchen can lead to food borne illness from holiday dining. But handling and cooking a turkey needn't be an illness waiting to happen. "Following basic USDA recommendations will help ensure safe, confident cooking and prevent food borne illness for dinners," says Susan Conley, director of Food Safety Education Staff for the US Department of Agriculture. A whole turkey is a large bird to handle; however, the basics of thawing, handling, and roasting it to a safe temperature are easy things to do.



Safe Thawing

There are three safe ways to thaw food: in the refrigerator, in cold water, and in the microwave oven. Store frozen turkeys in the freezer until time to thaw. While frozen, a turkey is safe indefinitely. However, if the turkey is allowed to thaw at a temperature above 40°F, any harmful bacteria that may have been present before freezing can begin to multiply again unless proper thawing methods are used. When thawing a turkey in the refrigerator, plan ahead. Place the turkey on a platter and place in the refrigerator. For every 5 pounds of turkey, allow approximately 24 hours of thawing in a refrigerator set at 40°F. For thawing in cold water, allow about 30 minutes per pound. Be sure the turkey is in leak-proof packaging and submerge it in cold tap water. Change the water every 30 minutes until the turkey thaws. When thawing in the microwave, follow the manufacturer's instructions. For both defrosting in cold water and in the microwave, cook the turkey immediately after thawing because conditions were not temperature controlled.

Stuffing a Turkey

The safest way to cook stuffing is in a casserole, not inside a bird. Bake the casserole in an oven set no lower than 325°F –or in a microwave oven – until the internal temperature reaches at

least 165°F on a food thermometer. Harmful bacteria can survive in stuffing that has not reached a safe temperature, possibly resulting in food borne illness. Cooking a stuffed turkey is riskier than cooking one not stuffed. However, if both the stuffing and the turkey are handled safely and a food thermometer is used, it is possible to cook a stuffed turkey safely. Mix wet and dry stuffing ingredients just before spooning it loosely into the turkey cavity, and roast the turkey immediately. Check the temperature of both the stuffing and the turkey. Do not remove the turkey from the oven until the stuffing reaches 165°F.

Cooking a Turkey Safely



Thawing and stuffing a turkey safely are the first two basics. But cooking is the only way to destroy bacteria. The oven temperature must be set no lower than 325°F. Overnight cooking of a turkey at a low temperature can result in food borne illness. The internal temperature, on a food thermometer, of a whole turkey must reach 180°F in the innermost part of the thigh. If the turkey has a "pop-up" temperature indicator, it is also recommended that a food thermometer be used to test the turkey in several places. To read more "Turkey Basics" and print a cooking time chart, go to www.fsis.usda.gov.

For additional food safety information about meat, poultry, or egg products, call the USDA Meat and Poultry Hotline's toll-free number (800) 535-4555. The toll-free number for the hearing impaired (TTY) is (800) 256-7072. Food safety experts, weekdays from 10am-4pm, Eastern Time, staff the hotline. In addition, food safety information is available on the FSIS website at www.fsis.usda.gov.





THE VOLUNTEER VOICE

Federal Employees Care Council (FECC)
Article written by Lauri Goff, IRS FECC volunteer

Ahhh, what better harbinger of the fall season is there than the Great State Fair of Oklahoma? The sights, the aromas, the excitement in the air, the crying children...

What? Children *crying* at the fair?

Unfortunately, a crying child is all too common of a sight at the OKC fairgrounds. That's why the Red Cross has sponsored the **Found People's Booth** for over 20 years.

Originally known as the Lost Children's Booth, the function of the booth has grown to include hosting all people who have become separated from their party. In general, most of the people found are children brought in by the law enforcement personnel who patrol the fairgrounds. Many of these children are frightened, crying or even incoherent. The children stay with the volunteers at the booth until their parents or guardians claim them and sign them out through the police. The volunteers must try to get as much information from the child as well as attempt to keep them calm and maybe even entertained. The four-hour shift worked by each volunteer can either be totally uneventful or complete chaos, depending on how many children are found.

2002 marked my 17th year to volunteer for the Found People's booth. The biggest challenge I've faced as a volunteer came when the heavy metal rock star Ozzy Osbourne played at the arena. Legions of 14-16 year olds attended the concert, many stoned or drunk well before the concert even started. By the time the concert was over, police were bringing these "children" to us to hold until their parents could be found.

My youngest daughter, Olivia, who is now 21, has been "volunteering" with the Found People's Booth since she was 8 years old. She's been an official volunteer since age 18, so we have truly made this a family event.

This year, our lazy Sunday afternoon shift had only one guest – a sobbing little boy who spoke only Spanish. We were able to pool our dim remembrances of ancient high-school Spanish

classes to at least comfort the child, but, fortunately, the police were able to find mamacita quickly. Thank goodness – I'm sure the child couldn't understand why **we** were asking **him** where the train station bathroom was!

If you have the opportunity to volunteer for the Red Cross Found People's Booth next year, just do it! You might be challenged, or even occasionally bored – but you also might be rewarded with a hug!

Note: This year 210 federal employees volunteered 869 hours at the Oklahoma State Fair Found People's Booth. Federal employees do make a difference, and the Federal Employee Care Council thanks everyone who volunteered.

Events On the Horizon

Salvation Army Toy Store: A Christmas season event to collect toys for needy children, FECC volunteers staff collection sites.

2002 Dates:	Set Up: December 13-16
	Distribution: December 17-19
	Clean Up: December 20

Connie Wells, IRS, is the project chair; for more information, you may contact her at 297-4740.

OKC Opening Night : FECC volunteers will be assigned to the First National Center and Cox Center at the annual New Year's Eve celebration in downtown OKC. Project chair, Mike Birdsong, IRS, may be reached at 297-4014.




For more information about the FECC, please visit our web site at:

<http://www.oklahoma.feb.gov/feccindex.html>





UPCOMING EVENTS NOVEMBER

Nov 1, 2002	All Saints Day	
Nov 5, 2002 9:00 am	Shared Neutrals Council USDA Risk Management, OKC 205 NW 63rd, Suite 170 POC: Stephen Kovash 580-436-8708	
Nov 7, 2002 1:00-3:00pm	Federal Safety Council Metro Tech, 1700 Springlake Dr. Economic Development Building POC: Brian Butler 405-680-4212	
Nov 11, 2002	Veterans Day	
Nov 14, 2002 11:30 am	Society of Government Meeting Professionals Waterford Hotel, OKC	
Nov 18, 2002	Oklahoma FEB hosted COOP training for the Fayetteville, Arkansas FEA POC: FEB Office 405-231-4167	
Nov 19, 2002 2:00 pm	Federal Employees Care Council POC: Mike Birdsong 405-297-4014	
Nov 19, 2002	Oklahoma FEB hosted COOP training for the Little Rock, Arkansas FEA POC: FEB Office 405-231-4167	
Nov 20, 2002 10:00 am	Interagency Training Council Oklahoma Office of Personnel Management POC: Joyce Smith, 405-521-4539	
Nov 21, 2002 2:00 pm	Council on Disability Concerns Federal Highway Administration POC: Shannon Dumolt, 405-605-6166x316	
Nov 21, 2002 3:30 pm	Federal Black Program Council Federal Highway Administration POC: Eddie Allen 405-734-3438	
Nov 28, 2002	Thanksgiving	
Nov 30, 2002	Hanukkah	
Dec 3, 2002 10:00 am	American Indian Council BIA Office in Anadarko POC: Mary Lou Drywater 405-790-1040	

What we do upon some great occasion will probably depend on what we already are: and what we are will be the result of previous years of self-discipline.

—H. P. Liddon

Your Federal Executive Board

The Mission of the Federal Executive Board (FEB) is to increase the effectiveness and efficiency of Federal agencies in Oklahoma.

The general goals are:

- *Communicate*—The FEB provides a forum for member agencies to share each other's initiatives, successes, concerns, challenges, and informs the local community of national interagency policies and priorities.
- *Coordinate Emergency & Other Inter-agency Actions*—The FEB stands ready to immediately facilitate resources of the Oklahoma federal community, whether to aid a member agency in crisis, assist the citizenry in a public emergency, or implement initiatives that affect the federal community.
- *Facilitate Customer Service*—The FEB draws together agencies with common clients so that government services are convenient for the customers.
- *Partner with Community Groups*—The FEB partners with community groups to identify and help resolve challenges.
- *Reduce Costs and Improve Efficiency*—The FEB brings together agencies with common goals to pool experiences and resources so their efforts are complementary and more cost effective.

This newsletter is published monthly as a cost-effective tool for communicating events and issues of importance to the federal community in Oklahoma. If you have news of interest, please fax to the FEB Office at (405) 231-4165 or email to LeAnnJenkins@juno.com no later than the 15th of each month.

Elected Officers:

Chair: **Vince Howie**, Director of Staff
Tinker Air Force Base

Vice-Chair: **Col Dean Despinoy**, Cmdr
507th Air Refueling Wing

Staff:

Director: LeAnn Jenkins

Secretary: Trish Plowman

Clerical Support: Savina Parks

ADR Support: Stephen Kovash

Please feel free to copy this newsletter & distribute. This is also available at <http://www.oklahoma.feb.gov>



December Federal Executive Board Luncheon



Where:	Officer's Club, Tinker AFB, OK
When:	December 10, 2002
Time:	11:30-1:00

The Shared Neutrals Program is a project of the Oklahoma Federal Executive Board (FEB) to provide mediation as an alternative to resolve disputes in the federal workplace. The shared resources of the Oklahoma federal community are presented in the form of a cadre of interagency mediators, trained in partnership with the State Supreme Court of Oklahoma, Oklahoma City VA Medical Center (VAMC), and the Equal Employment Opportunity Commission (EEOC). The mediators come from Federal Agencies across all geographic regions of Oklahoma. This is to ensure that mediators may be assigned to agencies (other than their own) to emphasize the mediator's neutrality. The vision is to resolve disputes at the earliest possible date to increase the quality of communication within the workforce, resulting in maintaining a productive work environment and reducing cost and time involved with formal processes. Federal employees in Oklahoma may request these services by completing a one-page form and submitting it to the FEB Office.

The most concrete advantage of using the Shared Neutral mediation process can be easily viewed from a cost perspective (based on a report prepared by the Air Force ADR Program Office, June 2001
<http://www.adr.af.mil/awards/OPM/index.html>)

Cost for lunch: \$10.00 per person

Name: _____ Agency: _____

Address: _____ Phone: _____

Method of Payment: _____

Please mail to: Oklahoma Federal Executive Board
215 Dean A. McGee, Ste 320
Oklahoma City, OK 73102
or fax to: (405) 231-4165



Checks should be made payable to the Oklahoma Federal Executive Board

Cancellation Policy: Understanding that unforeseen circumstances may preclude an individual from attending, refunds and cancellations will be permitted through Monday, December 2, 2002. However, after that date, registrations must be honored. If you are unable to attend, substitute attendees are authorized and encouraged!



OKLAHOMA FEDERAL EXECUTIVE BOARD
215 DEAN A. MCGEE AVENUE, STE 320
OKLAHOMA CITY, OK 73102-3422
OFFICIAL BUSINESS ONLY

We wish to thank the Oklahoma CASU for their monthly assistance in the duplication and distribution of this newsletter.

November 2002						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1 All Saints Day	2
3	4	5 9:00 Shared Neutrals	6	7 1:00 Federal Safety Council	8	9
10	11 Veterans Day 	12	13	14 11:30 SGMP	15	16
17	18 FEB hosted COOP Training in Fayetteville	19 2:00 FECC meeting FEB hosted COOP Training in Little Rock	20 10:00 ITC meeting	21 2:00 CODC meeting 3:30 BPC meeting	22	23
24	25	26	27	28 Thanksgiving 	29	30 Hanukkah 